

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Meeting Minutes

Wednesday, January 19, 2022

10:30 AM

**Mayor John T. Chambers, Jr.
City Council Chambers**

Finance Committee

Call To Order

Interim Chairwoman Finlayson called the meeting to order at 10:33 a.m.

Roll Call

Present: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

Approval of Agenda (any changes to the agenda should be made here)

Alderwoman O'Neill moved to adopt the Regular Meeting Agenda as amended to remove ID-3-22. Seconded. The motion carried by the following vote:

Aye: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

1. Business and Miscellaneous**Election of Committee Chairman Pursuant to City Code Section 2.16.120**

Alderwoman O'Neill moved to approve the nomination of Alderwoman Tierney to serve as the Chairman of the Environmental Matters Committee from January 19, 2022 thru January 18, 2023. The motion carried by the following vote:

Aye: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

Appointments and Re-Appointments**AP-9-22**

The Appointment of N. Perry Hepworth to the Financial Advisory Commission

Attachments: [Resume](#)

N. Perry Hepworth, 10910 Towne Centere Blvd, Annapolis, MD 21401, was present and addressed the committee.

Constituent Services Officer & Ombudsman Raftovich was present and answered questions from the committee.

Alderwoman Finlayson moved to recommend favorably AP-9-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

AP-10-22

The Re-Appointment of Bob Burdon to the Financial Advisory Commission

Attachments: [Resume](#)

Alderwoman Finlayson moved to recommend favorably AP-10-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

[AP-11-22](#)

The Re-Appointment of Frank A. Brown to the Financial Advisory Commission

Attachments: [Letter](#)

Alderman Finlayson moved to recommend favorably AP-11-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[AP-12-22](#)

The Re-Appointment of Edward Meehan to the Financial Advisory Commission

Attachments: [Resume](#)

Alderman O'Neill moved to recommend favorably AP-12-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[AP-13-22](#)

The Re-Appointment of Frederick Sussman to the Financial Advisory Commission

Attachments: [Resume](#)

Alderman Finlayson moved to recommend favorably AP-13-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[AP-14-22](#)

The Appointment of Patrick Bannon to the Financial Advisory Commission

Attachments: [Application and Resume](#)

Patrick Bannon, 1017 Moss Haven Ct., Annapolis, MD 21403, was present and addressed the committee.

Alderman Finlayson moved to recommend favorably AP-14-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

Supplemental Appropriations

[SA-9-22](#)

Grant Fund - Recreation & Parks - Maryland Department of Natural Resources

Revenue: State Grant Revenue (\$5,000.00) Expenditure: State Grant Expenses (\$5,000.00)

Attachments: [SA-9-22](#)

Finance Director Dickinson, and Harbormaster Bellis were present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably SA-9-22. Seconded.
A roll call vote was taken. The motion CARRIED by the following vote:**

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

SA-10-22

General Fund - Planning and Zoning - Liff, Walsh, and Simmons, LLC
Revenue: General Fund Contributions (\$1,703.00) Expenditure:
Contractual Services (\$1,703.00)

Attachments: [SA-10-22](#)

Finance Director Dickinson, City Manager Jarrell, and Finance Budget Analyst Connolly, were present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably SA-10-22. Seconded.
A roll call vote was taken. The motion CARRIED by the following vote:**

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

SA-11-22

Grant Fund - Transportation - Maryland Department of Transportation
Revenue: Transit Revenue (\$184,015.00) Expenditure: Transit Operating
Expenses (\$184,015.00)

Attachments: [SA-11-22](#)

Acting Transportation Director Duah was present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably SA-11-22. Seconded.
A roll call vote was taken. The motion CARRIED by the following vote:**

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

SA-12-22

Grant Fund - Office of Emergency Management - U.S. Department of
Homeland Security
Revenue: Federal Grant Revenue (\$20,729.00) Expenditure: Federal Grant
Expenses
(\$20,729.00)

Attachments: [SA-12-22](#)

Office of Emergency Management Department Director Simmons was present and answered questions from the committee.

**Alderman O'Neill moved to recommend favorably SA-12-22. Seconded. A
roll call vote was taken. The motion CARRIED by the following vote:**

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-13-22](#)

Grant Fund - Office of Emergency Management - U.S. Department of Homeland Security

Revenue: Federal Grant Revenue (\$40,000.00) Expenditure: Federal Grant Expenses (\$40,000.00)

Attachments: [SA-13-22](#)

Office of Emergency Management Department Director Simmons was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-13-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-14-22](#)

Grant Fund - Fire - Additional Grant Awarded From Anne Arundel County

Revenue: County Operating Grants (\$12,038.00) Expenditure: Supplies (\$12,038.00)

Attachments: [SA-14-22](#)

Fire Chief Remaley was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-14-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-15-22](#)

General Fund - Recreation and Parks - Stanton Center - Donation from David Nagy in Remembrance of Mrs. Cary Dion

Revenue: General Donations (\$1,000.00) Expenditure: Contractual Services (\$1,000.00)

Attachments: [SA-15-22](#)

Recreation and Parks Director Trader, and Finance Director Dickinson, were present and answered questions from the Committee.

Alderman O'Neill moved to postpone SA-15-22 until Mr. Nagy is consulted. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-16-22](#)

Capital Project Fund - Public Works - FEMA Hazard Mitigation Grant

Revenue: Federal Grant Revenue (\$389,274.00) Expenditure: City Harbor Flood Mitigation Capital Project (\$389,274.00)

Attachments: [SA-16-22](#)

Public Works Director Johnson, Finance Director Dickinson, Office of Emergency Management Department Director Simmons, Office of Emergency Management Department Deputy Director Mandell, and City Manager Jarrell, were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-16-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

SA-17-22

Grant Fund - R&P Harbormaster - State of Maryland Department of Natural Resources

Revenue: Federal Grant Revenue (\$19,950.00) ; State Grant Revenue (\$6,800.00) Expenditure: Federal Grant Expense (\$19,950.00); State Grant Expense (\$6,800.00)

Attachments: [SA-17-22](#)

Finance Director Dickinson was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-17-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

Fund Transfers

FT-3-22

General Fund - Contingency Account - Various

Transfer From: Contingency Fund (\$72,600.00) Transfer To: City Manager Salaries and benefits (\$650.00); Office of Emergency Management Salaries and benefits (\$600.00); Office of Emergency Management (\$1,900.00); Fire Salaries and benefits (\$10,550.00); Mayor's Office Salaries and benefits (\$3,100.00); Mayor's Office Supplies and Other (\$1,900.00); MIT Supplies and Other (\$250.00); Planning and Zoning Salaries and benefits (\$700.00); Planning and Zoning Supplies and Other (\$11,500.00); Police Salaries and benefits (\$30,550.00); R&P Stanton Center Salaries and benefits (\$350.00); DPW - Streets Salaries and benefits (\$4,300.00); DPW - Streets Supplies and Other (\$4,200.00); DPW - Traffic Salaries and benefits (\$250.00); DPW - Traffic Contractual Services (\$1,850.00)

Attachments: [FT-3-22](#)

Finance Director Dickinson, and Office of Emergency Management Department Director Simmons, were present and answered questions from the committee.

Alderman O'Neill moved to recommend favorably FT-3-22. Seconded. A

roll call vote was taken. The motion **CARRIED** by the following vote:

Aye: 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

2. General Discussion

Update from the Finance Director, Jodee Dickinson

Finance Director Dickinson was present and provided the committee with updates on the following:

Annual Financial Report, Budget reporting in Open Gov. and Munis, Union Negotiations, Concession Agreement - Hillman Garage, Final Cares Grant Report, RFP for Audit Services, and staffing (Procurement Officer, AP Clerk, Accountant, and Contractual Budget Analyst).

City Manager Jarrell was present and answered questions from the committee.

Chairwoman Tierney requested a hard copy of the Annual Financial Report when completed for the Council.

Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 12:38 p.m.

**Teekia Green
City Council Associate**